

**ADULT RESIDENTIAL FACILITY FOR PERSONS WITH SPECIAL HEALTH NEEDS  
KEY INDICATOR TOOL (KIT) #1**

Compliance areas not listed on this tool, but observed as deficient during the facility review, will be cited on the visit report.

<b>Review Category</b>	<b>Regulation</b>	<b>Compliance Indicator Description</b>
PHYSICAL PLANT	80010(a)	<b>(Zero Tolerance)</b> A licensee shall not operate a facility beyond the conditions and limitations specified on the license, including the maximum number of persons who may receive services at any one time.
	80087(a)	The facility shall be clean, safe, sanitary and in good repair at all times
	80087 (b)	Facilities shall use protective devices including but not limited to nonslip material on rugs.
	80087(c)	Outdoor and indoor passageways, stairways, inclines, ramps, open porches and other areas of potential hazard shall be kept free of obstruction.
	80087(e)	<b>(Zero Tolerance)</b> All pools and bodies of water will be appropriately secured.
	80087(g)	<b>(Zero Tolerance)</b> Storage areas for firearms and other dangerous weapons shall be locked.
	80087(g)(1)	Storage areas for disinfectants, cleaning solutions, and poisons shall be locked.
	80088(a)	A comfortable temperature for clients shall be maintained at all times.
	80088(d)	The licensee shall provide lamps or lights as necessary in all rooms and other areas to ensure the comfort and safety of all persons in the facility.
	80088(e)(1)	Hot water delivered to fixtures used by clients shall attain a hot water temperature of not less than 105 degrees F (40.5 degrees C) and not more than 120 degrees F.
	80088(e)(3)	Toilets, hand washing and bathing facilities shall be maintained in safe and sanitary operating condition, and additional equipment, aids, and/or conveniences shall be provided for physically handicapped clients who need such items.
FOOD SERVICE	80076(a)(1)	Meals shall be at least 1/3 of the servings recommended in the USDA Basic Food Group Plan - for the age group served, and that foods shall be selected, stored, prepared and served in a safe and healthful manner.
CARE & SUPERVISION	80065(a)	<b>(Zero Tolerance)</b> Facility personnel shall be competent to provide the services necessary to meet individual client needs and shall, at all times, be employed in numbers necessary to meet such needs.
	80078(a)	The licensee shall provide care and supervision as necessary to meet the client's needs.
RECORD REVIEW	80070(a)	The licensee shall ensure that a separate, complete, and current record is maintained in the facility for each client.
	80019(e)(1)	All staff must have a criminal record clearance or a criminal record exemption.
	80075(i)	Staff providing care and supervision shall receive first aid training from qualified agencies including but not limited to the American Red Cross.
	80023(d)(2)	The disaster drills shall be documented and the documentation maintained in the facility for at least one year.
ADMINISTRATION	80024(a)	Waivers and Exceptions - All licensees shall maintain continuous compliance with licensing regulations unless prior written licensing agency approval is received.
	80072(b)	At admission, a client and the client's authorized representative shall be personally advised of and given a list of their rights.
	80046(a)	<b>(Zero Tolerance)</b> Excluded Person - An individual can be prohibited from serving as a member of a board of directors, executive director or officer, from being employed or allowing an individual in a licensed facility.
	80044(a)	<b>(Zero Tolerance)</b> Any authorized employee of the licensing agency may, upon presentation of proper identification, enter and inspect any place providing personal care, supervision, and services at any time, with or without advance notice.
MEDICATION	80075(n)(3)	Medications shall be labeled and maintained in compliance with label instructions and state and federal laws.
	80075(n)(1)	Medication shall be kept in a safe and locked place that is not accessible to persons other than employees responsible for the supervision of the centrally stored medication.